# Centers for Disease Control and Prevention Coordinating Office of Global Health

#### Division of International Health

Field Epidemiology Training Program
Proposed Standard Core Curriculum





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#### Who should read this material?

This packet is intended for epidemiologists or program staff members who are planning or currently serving as program managers for a field epidemiology training program.

#### What is the FETP Standard Core Curriculum Project?

One of the challenges to those starting and maintaining a field epidemiology training program is the development of a detailed program curriculum based on identified competencies. Using best practices of both science and adult education, the epidemiologists, instructional designers and public health advisors in the Coordinating Office of Global Capacity Development and Program Coordination have collaborated to create this suggested standard core curriculum for a two-year training program.

## Who is the target audience of a Field Epidemiology Training program?

This curriculum was created based on the following assumptions:

#### **FETP Target Audience Participants:**

- Have health background
- Are available full time for formal training, field work & related Ministry of Health activities
- Have access to instructors and materials as needed
- Have basic computer skills, such as familiarity with basic hardware and software navigation
- Have access to required resources, including PC, email and internet access
- Require additional and consistent training during the entire two year program
- Take an active role in their education and vigorously seek solutions as issues arise
- Have the initiative to complete assignments in a timely manner

#### How can this curriculum help me?

This curriculum provides guidelines to assist you in developing and managing your field epidemiology training program. You can compare the suggested competencies with the priorities of your organization to plan and implement your program.

## **Curriculum Design Glossary**

The glossary provides a definition and example for each of the terms used in the design of the curriculum.

Term	Purpose	Definition	Example
Competency	Describes the expectations for job performance and for evaluation of the individual.	An integrated set of knowledge, skills, and attitudes that supports successful performance in public health service context	Use epidemiologic practices to conduct studies that improve public health program delivery
Instructional Goal	Guides the development of an instructional activity and provides the starting point for subsequent planning.	A broad statement of intent of a formal instructional plan that describes learning outcomes.	Design and conduct analytic studies
Learning Objectives	Frames specific lessons within an instructional goal and provides guidelines for content development, delivery method and evaluation.	A specific statement of what a learner will be able to accomplish on completion of a lesson or instruction activity.	Construct a 2x2 table, tabulating the occurrence of disease and exposure in study participants

## **FETP Competencies**

## FETP Core Competency: Use science to improve public health

Supported by the following competencies:

Capportoa by the	rollowing competencies:
Epidemiologic Methods	<ol> <li>Use epidemiologic practices to conduct studies that improve public health program delivery</li> <li>Respond to outbreaks</li> </ol>
Biostatistics	3. Analyze epidemiological data using appropriate statistical methods
Public Health Surveillance	4. Manage a public health surveillance system
Laboratory and Biosafety	5. Use laboratory resources to support epidemiologic activities
Communication	<ul><li>6. Develop written public health communications</li><li>7. Develop and deliver oral public health communications</li></ul>
Computer Technology	8. Use computers for specific applications relevant to public health practices
Management and Leadership	<ul> <li>9. Manage a field project</li> <li>10. Manage staff and resources</li> <li>11. Be an effective team leader and member</li> <li>12. Manage personal responsibilities</li> </ul>
Prevention Effectiveness	13. Apply simple tools for economic analysis
Teaching and Mentoring	<ul><li>14. Train public health professionals</li><li>15. Mentor public health professionals</li></ul>
Epidemiology of Priority Diseases and Injuries	16. Evaluate & prioritize the importance of diseases or conditions of national public health concern

## **Epidemiologic Methods**

	Epidemiologic Methods			
Competency Statement	Instructional Goal	Learning Objectives	Topic	
Use epidemiologic practices to conduct studies that improve public health program delivery	Describe principal epidemiologic concepts and their roles within the Ministry of Health	<ul> <li>Summarize the epidemiologic approach to addressing public health problems</li> <li>Explain the core epidemiologic functions</li> <li>List the uses of epidemiology in the management cycle</li> <li>Describe epidemiologic measurements of time, place and person</li> <li>Describe routine measures of morbidity and mortality</li> <li>Identify sources of routine morbidity and mortality</li> <li>Describe the interactions between host, agent, and environment</li> </ul>	Introduction to public health & epidemiology	
		<ul> <li>Describe the role of the FETP in the support of MOH mission and goals</li> <li>Identify the components of the FETP training model</li> <li>Explain the importance of regional/ global collaboration and TEPHINET</li> <li>Describe expectations of the FETP</li> </ul>	History and description of the FETP training model	
	Write a problem statement	<ul> <li>List the elements of a problem statement</li> <li>Work with a health team to write a complete health problem statement</li> <li>Explain the relationship between a research question and a health problem</li> </ul>	Framing the problem	
	Use public health literature to develop recommendations	<ul> <li>Critically review the scientific literature, including systematic literature reviews</li> <li>Synthesize findings in scientific literature across studies to make public health recommendations</li> </ul>	Public health literature review	
	Design and conduct descriptive studies	<ul> <li>Describe the different types of descriptive epidemiologic studies</li> <li>Describe the differences between descriptive and analytic studies</li> <li>List two uses of descriptive studies</li> <li>Develop a case definition</li> </ul>	Descriptive study design	
		<ul> <li>Describe the differences between a survey and surveillance</li> <li>List the tasks needed to carry out a survey</li> <li>Describe reasons for a weighted survey design and analysis</li> <li>Prepare a survey protocol</li> <li>Conduct a survey</li> <li>Prepare a survey report</li> </ul>	Surveys	
		<ul> <li>Describe when focus groups or key informant interviews should be conducted</li> <li>Plan &amp; conduct a focus group</li> <li>Present results of a focus group</li> <li>Develop a list of key informants for selected health issues</li> </ul>	Introduction to qualitative methods	

	Epidemiologic Methods			
Competency Statement	Instructional Goal	Learning Objectives	Topic	
		Present results of a key informant interview		
		Use qualitative methods to inform the design of a study		
	Design and conduct	List uses of analytic studies	Analytic study	
	analytic studies	Develop exposure and outcome definitions	design	
		Describe the characteristics of a prospective study		
		Describe the characteristics of a retrospective study		
		List the advantages and disadvantages of cohort and case control studies		
		Design a cohort study		
		Design a case control study		
		Identify suitable control groups & unexposed groups		
		Define a experimental study		
		Illustrate the design of a experimental study		
		Identify biases in cohort and case control studies		
		Minimize bias when designing and conducting analytic studies		
		Conduct a case control study or a retrospective cohort study		
		Describe the difference between probability and non-probability sampling	Introduction to	
		List the advantages & disadvantages of various types of probability and non-probability	sampling	
		samples		
		Describe the reasons for doing a probability sample		
		Differentiate between sampling error and bias		
		Describe the difference between simple, random, systematic, cluster, and stratified sampling		
		Describe the reasons for selecting clusters probability proportional to size		
		Describe the sampling method, given a specific study design for a health problem		
		• Construct a 2-by-2 table, tabulating the occurrence of disease and exposure in study participants	Measures of	
		Describe two ways to determine an excess risk of disease in persons exposed to certain agent	association &	
		• Calculate absolute risk (risk and rate difference), relative risk, rate ratio, and odds ratio	impact	
		Describe the impact of differential and non-differential misclassification of subjects for		
		exposure and disease		
		Determine the attributable risk		
		Determine the preventive fraction		
		• Determine which measures of association or impact are appropriate for a cohort or case control study design		
		Describe in non-technical terms the interpretation of measures of impact and association		
		Explain the difference between the various models of causation	Causation	
		State the relationship between association and causation		

	Epidemiologic Methods			
Competency Statement	Instructional Goal	Learning Objectives	Topic	
		Explain the different types of causal inference		
		List the 7 Hill causal criteria		
	Use a questionnaire to	List the steps in designing a questionnaire	Questionnaire	
	address a research	Describe the types of questions and when to use them	design	
	question	Describe how a questionnaire can be made more user-friendly for respondents and data-entry personnel		
		Explain the process to pilot-test a questionnaire		
		Create a practical field questionnaire addressing a research question		
		Explain the process of translating a questionnaire		
		Train interviewers in standardized interview techniques		
	Create tables, graphs,	Prepare a table w/ 2 - 3 variables	Advanced tables,	
	charts and maps for data	Prepare line graphs & scatter diagrams	graphs, charts &	
	analysis	Prepare stacked & grouped bar charts	maps	
		Prepare dot density maps		
	Analyze and interpret data	Correctly display time data	Descriptive data	
	from descriptive and	Correctly display place data	analysis	
	analytic studies	Correctly display person data		
		Generate hypotheses from descriptive data		
		Make actionable recommendations based on analysis		
		Use a systematic approach to data management and editing	Data management	
		Describe how to conduct quality-control data checks, including duplication and missing data	& data editing	
		List 3 methods to control for confounding	Stratified analysis	
		Discuss when to perform a stratified analysis		
		Calculate a summary risk estimate using the Mantel and Haenszel test		
		Identify presence of confounding using stratified analysis		
		Describe how matching controls for confounding	Matching case	
		List the advantages & disadvantages of matching	control studies	
		Calculate matched & unmatched measures of association in a case control study		
		Differentiate between effect modification and confounding	Effect modification	
		Identify the presence of effect modification in a data set		
		Present findings to express effect modification		
		Analyze a survey dataset	Analyzing cross	
		Analyze data from a cluster survey	sectional studies	
		Calculate the prevalence odds ratio		

Epidemiologic Methods			
Competency Statement	Instructional Goal	Learning Objectives	Topic
		Calculate the prevalence ratio	
		Explain design effect	
		Explain the differences between the two & when to use each	
		Identify limitations of cross sectional studies	
	Follow ethics guidelines	Describe the importance of safeguarding the population's interest	Ethics
	when planning and	Describe the role of an institutional review board	
	conducting research	Describe ethical considerations of authorship, citations and acknowledgements	
Respond to	Investigate an outbreak	List the operational steps of an outbreak investigation	Outbreak
outbreaks		Given a cluster of cases of illness in a community:	investigations
		a. Determine whether an epidemic exists	
	Develop an intervention	b. Verify the diagnosis	
	strategy for an outbreak	c. Count cases and determine attack rate	
		d. Develop biologically plausible hypotheses	
		Describe the use of and present data in a line listing	
		Construct and interpret an epidemic curve	
		List the types of evidence that need to be collected in the field	
		Identify the essential roles in the logistics of outbreak investigation and response	
		Recommend strategies for control and prevention in response to an outbreak	
		Communicate investigation activities to 3 audiences: scientific, community, political	

#### **Biostatistics**

	Biostatistics			
Competency Statement	Instructional Goal	Learning Objectives	Topic	
Analyze epidemiologic	Calculate descriptive statistics	<ul> <li>Describe the scales of measurement (nominal, ordinal, interval, and ratio)</li> <li>Compare continuous and discrete data</li> </ul>	Introduction to biostatistics	
data using appropriate statistical methods		<ul> <li>Differentiate between ratios, proportions, incidence, prevalence, attack rates</li> <li>Calculate ratios, proportions, incidence, prevalence, attack rates</li> <li>Describe differences between these measures &amp; the proper interpretation of each</li> <li>Explain the advantage of using rates over absolute numbers when describing a population</li> </ul>	Rates, proportions, ratios (measures of frequency)	
		<ul> <li>Calculate measures of central tendency (mean, median, mode)</li> <li>Calculate measures of dispersion (range, variance, standard deviation, standard error of the mean)</li> <li>Discuss in what setting the various measures of central tendency and dispersion are used</li> <li>Describe the characteristics of a skewed distribution</li> <li>Explain a confidence interval in non-technical terms</li> <li>Calculate a 95% confidence interval around a mean</li> </ul>	Central location and dispersion	
		<ul> <li>Describe two reasons why rates should be adjusted</li> <li>Calculate direct adjusted rates using a standard population</li> <li>Calculate indirect adjusted rates using standard population rates</li> </ul>	Rate adjustment	
	Choose, calculate and interpret statistical tests	Describe the relative frequency concept of probability     Create a frequency distribution table & histogram	Probability	
	according to study design and type of data being analyzed	<ul> <li>Describe the importance of a normal distribution</li> <li>Explain in non-technical terms the meaning of the central limit theory</li> <li>Convert raw scores into standard scores</li> <li>Determine probabilities from standard normal distribution</li> <li>Calculate the area inside the normal curve between the mean and 1 standard deviation, mean and two standard deviations</li> </ul>	Normal distribution	
		<ul> <li>Interpret a 95% confidence interval for an odds ratio</li> <li>Explain a confidence interval for an odds ratio in non-technical terms</li> <li>Interpret a 95% confidence interval for a relative risk</li> <li>Explain an odds ratio of 1</li> </ul>	Confidence intervals for case control & cohort studies	
		<ul> <li>Discuss the difference between a standard deviation and standard error</li> <li>Calculate a z-test using the standard error of the mean</li> <li>Explain the meaning of type 1 &amp; type 2 errors</li> <li>Explain the relationship between the sample size, 1-α, β, and power</li> </ul>	Statistical inference	

	Biostatistics				
Competency Statement	Instructional Goal	Learning Objectives	Topic		
		<ul> <li>Select an appropriate test statistic for the comparison of two means</li> <li>Determine when to use a z-test or t-test</li> <li>Determine when to use an unpaired or paired t-test</li> <li>Interpret an unpaired t-test on two samples</li> <li>Compare two proportions using z-test for proportion</li> <li>Use an unmatched Chi-square statistic</li> <li>Apply appropriate tests of statistical significance for the comparison of two means or two proportions</li> </ul>	Parametric tests of significance		
		<ul> <li>List several tests of significance for categorical frequency data</li> <li>Interpret a Fisher exact test</li> <li>Describe when to use a chi-square test vs. a Fisher exact test</li> <li>Interpret a statistical method to compare paired nominal data</li> <li>Apply an appropriate statistical method to compare ordinal data, paired and unpaired</li> </ul>	Non parametric tests		
		<ul> <li>Interpret a Pearson product-moment correlation coefficient</li> <li>Describe the purpose of using linear regression</li> <li>Create a simple linear regression model given a two related variables</li> <li>Describe the purpose and use of multiple linear regression models</li> <li>Describe the purpose of using logistic regression</li> <li>Describe the process for and create a logistic regression model</li> </ul>	Introduction to correlation and regression analysis		
		<ul> <li>Calculate sample size for a chi square test</li> <li>Calculate sample size for subgroup or stratified analysis</li> <li>Describe the impact of sampling assumptions on sample size calculations</li> </ul>	Sample size		

#### **Public Health Surveillance**

	Public Health Surveillance			
Competency Statement	Instructional Goal	Learning Objectives	Topic	
Manage a public health surveillance system	Describe surveillance in public health practice	<ul> <li>Discuss the purpose and use of surveillance data</li> <li>Describe common sources of surveillance data</li> <li>Compare common surveillance strategies and systems</li> <li>Compare active and passive surveillance systems</li> </ul>	Introduction to surveillance	
	Establish a surveillance system	<ul> <li>Describe the existing surveillance systems in your country</li> <li>Describe the steps to establish a surveillance system</li> <li>Establish objectives for a surveillance system</li> <li>Develop surveillance case definitions</li> <li>Identify sources of data and data collection mechanisms</li> <li>Describe elements of the system that should be field -tested</li> <li>Develop and test an approach to surveillance data analysis</li> <li>Describe dissemination mechanisms and communication pathways</li> <li>Plan for the use of analysis and interpretation</li> </ul>	Surveillance system development	
	Analyze and interpret surveillance data	<ul> <li>Evaluate the reliability and validity of surveillance data</li> <li>Describe the types of bias that may occur in analyzing surveillance data</li> <li>Create time series graphs using raw data</li> <li>Describe limitations in surveillance data that impact interpretation</li> <li>Describe possible changes in reporting of surveillance data that may impact interpretation</li> </ul>	Surveillance data analysis and interpretation	
	Operate a surveillance system	<ul> <li>Describe the operation of a surveillance system</li> <li>Describe the attributes of a surveillance system, including sensitivity and predictive value positive</li> <li>Actively participate in methods for ensuring:         <ul> <li>Disease detection</li> <li>Confirmation of suspect cases</li> <li>Registration of cases</li> <li>Reporting between levels of the surveillance system</li> </ul> </li> </ul>	Surveillance data collection	
	Identify an appropriate public health response based on surveillance data	<ul> <li>Discuss the causal chain process for making recommendations</li> <li>Describe characteristics of appropriate public health responses</li> <li>Discuss the process for making recommendations</li> </ul>	Public health Response	
	Evaluate a surveillance system	<ul> <li>Describe the steps to evaluate a surveillance system</li> <li>Identify stakeholders in an evaluation of a surveillance system</li> </ul>	Surveillance system evaluation	

Public Health Surveillance			
Competency Statement	Instructional Goal	Learning Objectives	Topic
		Describe the common purposes for evaluating surveillance systems	
		Develop questions to be used in an evaluation	
		Determine standards for assessing the performance of a surveillance system	
		Develop conclusions and make recommendations based on the evaluation	
		Plan for the use of evaluation findings	

## **Laboratory and Biosafety**

	Laboratory and Biosafety			
Competency Statement	Instructional Goal	Learning Objectives	Topic	
Use laboratory resources to support public health activities	Describe the function and structure of laboratory as it interacts with clinical medicine and public health	<ul> <li>Discuss the differences in organizational culture between clinical and public health laboratories</li> <li>Describe current interaction between clinical, laboratory, and public health</li> <li>Identify contact persons at central and local level laboratories for specimen testing</li> <li>Summarize the value of laboratory data and its impact on public health decisions</li> </ul>	Introduction to the laboratory role in public health	
	Coordinate laboratory and epidemiology activities including test selection, communication, and reporting results in the field	<ul> <li>Consult with laboratorians before a field investigation begins</li> <li>Describe the capacity to test for bacteriological or viral agents at the local and central level</li> <li>Review the diagnostic tests available at the local level and recognize design characteristics that may affect specimen collection, transportation, and storage</li> <li>Explain the advantages and disadvantages of different diagnostic tests for the most common etiologic agents</li> </ul>	The role of the laboratory in the field	
	Analyze and interpret laboratory data accounting for factors that influence the results of diagnostic tests	<ul> <li>Analyze laboratory data for public health importance</li> <li>Calculate and explain in non-technical terms specificity, sensitivity, PVP, PVN</li> <li>Interpret the results taking into account factors such as context, frequency of disease, sensitivity and specificity of the test, prevalence, and host relationship that can affect the results</li> <li>Discuss the benefits of using a multi-stage screening program</li> </ul>	Reproducibility and Validity	
	Identify and implement appropriate specimen collection, storage, and transportation measures	<ul> <li>Describe universal biosafety precautions in handling specimens</li> <li>Using a checklist for sampling by organism, select the appropriate sampling method and identify the equipment &amp; proper transport requirements to collect the sample</li> <li>Identify the minimum level of information needed for each test in regard to person, place, time, clinical signs, underlying diseases, and any treatment provided</li> <li>Transport specimens at room temperature, refrigerated, and frozen conditions</li> </ul>	Specimen management in the field	

### Communication

	Communication			
Competency Statement	Instructional Goal	Learning Objectives	Topic	
Develop written public health communications	Create field reports	<ul> <li>Describe the stage in a field investigation which requires a:         <ul> <li>Notification of investigation report (Epi 1)</li> <li>Preliminary report</li> <li>Final report</li> </ul> </li> <li>Identify the recipient for each report</li> <li>Create each report with the necessary information at the appropriate time</li> </ul>	Field reports	
	Create reports for advocacy and management	<ul> <li>Write memoranda to program managers</li> <li>Create an executive summary</li> <li>Describe the purpose of a study proposal and protocol</li> <li>List the basic sections of a proposal orprotocol</li> <li>Write clear study goals &amp; objectives</li> <li>Write a study protocol</li> <li>Propose practical public health recommendations based on scientific data</li> </ul>	Internal written communications	
		<ul> <li>Establish the message</li> <li>Define the audience</li> <li>Select the channel/media for dissemination</li> <li>Develop a plan to market the information</li> <li>Evaluate the impact of the message</li> </ul>	External written communications	
	Create scientific reports	<ul> <li>Describe the content &amp; organization of a manuscript</li> <li>Describe the natural history of an article for a peer-reviewed journal, from inception to reprint requests</li> <li>List the factors used by journal editors &amp; reviewers when considering articles for publication</li> <li>Describe differences among various peer-reviewed journals in terms of their purposes, roles, impact &amp; development</li> <li>Provide a critical appraisal of a scientific paper on public health</li> <li>Prepare and deliver a scientific article for a specified target audience</li> <li>Write an effective cover letter</li> </ul>	Scientific manuscripts	
		<ul> <li>Describe the two categories of abstracts: indicative &amp; persuasive</li> <li>Write an abstract containing the four required sections</li> <li>Evaluate the quality of abstracts</li> <li>Write an abstract based on a surveillance evaluation or outbreak investigation</li> </ul>	Writing an abstract	

Communication			
Competency Statement	Instructional Goal	Learning Objectives	Topic
	Develop a poster presentation	<ul> <li>Design presentations appropriate for the target audience</li> <li>Apply appropriate persuasive techniques</li> <li>Design effective scientific posters</li> <li>Describe strengths &amp; weaknesses of communicating through posters</li> </ul>	Poster presentations
	Publish an article in an epidemiologic bulletin	<ul> <li>Describe the organization, structure and components of a bulletin article</li> <li>Prepare a bulletin article</li> </ul>	Epidemiologic bulletins
Develop and deliver oral public health communications	Develop and deliver oral public health communications	<ul> <li>Create a plan for use of media in communicating warnings &amp; recommendations with the public</li> <li>Provide the media with oral and written information about acute health events</li> <li>Promote public health through the media</li> <li>Create a briefing document for a specific audience (politicians, community leaders)</li> </ul>	Briefing statements
		<ul> <li>Use a Single Overriding Communication Objective (SOCO) to prepare &amp; deliver a presentation for a specific target audience</li> <li>Design presentations appropriate and effective for the target audience</li> <li>Make scientific &amp; persuasive presentations for managers</li> <li>Apply appropriate persuasive techniques</li> </ul>	Oral presentations

## **Computer Technology**

Computer Technology			
Competency Statement	Instructional Goal	Learning Objectives	Topic
Use computers for specific applications relevant to public health practices	Create and manipulate files in word processing, spread sheets, and graphics	<ul> <li>Navigate the workspace with menu bars and the mouse</li> <li>Modify text by changing the font, size and adding special effects</li> <li>Manipulate text using copy, cut and paste</li> <li>Format paragraphs with bullets, numbering and alignment</li> <li>Modify the page layout</li> <li>Use the styles and outline format (with formatted headings)</li> </ul>	Word processing
		<ul> <li>Navigate the workspace with menu bars and the mouse</li> <li>Create a new worksheet</li> <li>Create and correct simple formulas</li> <li>Change the worksheet and cell layout</li> <li>Sort data</li> <li>Prepare the worksheet for printing</li> </ul>	Spreadsheets
		<ul> <li>Navigate the workspace with menu bars and the mouse</li> <li>Format text for presentations</li> <li>Create and format tables</li> <li>Create and format charts and graphs</li> <li>Format a master slide</li> </ul>	Graphics
	Use the internet for communication and literature research	<ul> <li>Use the internet, world wide web, and the web browser</li> <li>Discuss the advantages and disadvantages of various search engines and internet directories</li> <li>List 3 ways to narrow a search</li> </ul>	Email & the internet
		<ul> <li>Discuss why a literature review is important</li> <li>Conduct systematic literature reviews</li> <li>Identify various ways to evaluate internet information</li> <li>Use Pubmed to gather information</li> <li>Demonstrate the use of limits, the clipboard, and My NCBI in PubMed</li> </ul>	Online literature
	Use Epi-Info and other statistical tools to enter, edit, analyze, and report epidemiologic data	<ul> <li>Develop and modify questionnaires</li> <li>Enter and store data using the ENTER program menu</li> <li>Conduct Basic ANALYSIS to select records using specified criteria, do mathematical and logical operations, Statistics, Lists, Frequencies, Tables, and Graphs</li> <li>Import files from other applications</li> <li>Use Epi-Map</li> </ul>	Epi-Info

## **Management and Leadership**

	Management and Leadership			
Competency Statement	Instructional Goal	Learning Objectives	Topic	
Manage a field project	Plan a field project  Monitor or evaluate a program or project	<ul> <li>Describe the elements and phases of a project</li> <li>Explain the steps of project planning</li> <li>Prepare a project statement</li> <li>Develop a project work plan</li> <li>Define the project team and team members functions</li> <li>Prepare a task schedule</li> <li>Design a communication plan</li> <li>Differentiate between monitoring and evaluation</li> <li>Describe the logic model framework for monitoring or evaluation</li> <li>Develop a program or project logic model</li> <li>Develop a monitoring or evaluation plan</li> <li>Develop objectives with indicators that are Specific, Measurable, Achievable, Relevant and Time based (SMART)</li> </ul>	Project management for the public health professional  Monitoring & evaluation	
Manage staff and resources	Develop a budget for a project or program	<ul> <li>Conduct a project evaluation</li> <li>Estimate a project's cost</li> <li>Write a project budget</li> <li>Track project or program cost</li> </ul>	Financial management	
Be an effective team leader and member	Lead and participate in teams	<ul> <li>Describe components &amp; aspects of a successful team</li> <li>Choose guidelines for resolving conflicts within team members</li> <li>Choose guidelines for providing feedback</li> <li>Recognize diverse styles and temperaments of team members</li> <li>Effectively perform a role on a team</li> <li>Lead meetings effectively</li> </ul>	Team building	
		<ul> <li>Describe the characteristics of effective supervision</li> <li>Use delegation effectively</li> <li>Prepare a work plan</li> <li>Provide constructive feedback</li> </ul>	Supervisory skills	
	Use interpersonal communication skills to enable efficient and sound leadership in the PH community	<ul> <li>Describe the importance of negotiation for coaching and advocacy</li> <li>Describe the steps involved when planning a negotiation</li> <li>Identify strategies, tactics and countermeasures that can be used during a negotiation</li> <li>Resolve conflict</li> <li>Describe the importance of regular communication</li> </ul>	Interpersonal skills	

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Management and Leadership			
Competency Statement	Instructional Goal	Learning Objectives	Topic
Manage personal responsibilities	Manage time effectively	<ul> <li>Identify reasons for interruptions</li> <li>Use the four quadrants of time management to focus time and energy</li> <li>Use behavioral techniques to control interruptions</li> <li>Use appropriate techniques to overcome procrastination</li> </ul>	Time management

#### **Prevention Effectiveness**

Prevention Effectiveness				
Competency Statement	Instructional Goal	Learning Objectives	Topic	
Apply simple tools for economic analysis	Determine when to conduct an economic analysis	<ul> <li>Describe economic evaluation and its role in public health</li> <li>Determine when to conduct a decision, cost, cost-benefit, cost-utility or cost- effectiveness analysis</li> <li>Determine when to engage an economist</li> </ul>	Public health economics	
	Use health outcome measures to prioritize prevention strategies	<ul> <li>Describe health outcome measures (reduced morbidity, disability and avoidable mortality) as they relate to prevention effectiveness</li> <li>Choose an intervention strategy which balances public health impact, ease, and cost</li> </ul>	Prevention effectiveness	
	Describe burden of disease measures	<ul> <li>Describe the composite measures of health for burden of disease assessment in developing countries</li> <li>Discuss limitations of composite measures</li> <li>Define a QALY &amp; DALY</li> </ul>	Burden of disease measurements	

## **Teaching and Mentoring**

Teaching and Mentoring			
Competency Statement	Instructional Goal	Learning Objectives	Topic
Train public health professionals	Develop training for epidemiology and other public health topics using instructional design principles  Use fundamental concepts of adult learning theory to enhance retention during delivery and facilitation of instructional content	<ul> <li>List the 5 major phases of a training program (analyze, design, develop, implement, evaluate)</li> <li>Create instructional goals and/or learning objectives that are both measurable and attainable</li> <li>Develop an instructional plan that addresses each of the 4 elements of an effective training session (content, examples, practice, assessment)</li> <li>Select or develop course content targeted to characteristics of the intended target audience</li> <li>Create appropriate evaluation instruments to measure effectiveness of instruction</li> <li>Identify the 3 major types of learners</li> <li>List the 4 components that contribute to effective instruction (motivation, retention, reinforcement, transfer)</li> <li>Deliver and/or facilitate a training activity using appropriate techniques to encourage interaction and improve effectiveness of instruction</li> <li>Facilitate at least one case study using the guidelines established in Facilitating Classroom Epidemiologic Case Studies</li> </ul>	Training development techniques  Training delivery techniques
Mentor public health professionals	Guide and assist first year trainees in their development within the didactic and field components of the program	<ul> <li>Establish a mentoring plan that provides a trainee with an opportunity for interaction on a regular basis</li> <li>Facilitate and provide feedback to trainee on activities occurring during their first year in the program</li> </ul>	Mentoring skills

## **Epidemiology of Priority Diseases and Injuries**

Epidemiology of Priority Diseases and Injuries				
Competency Statement	Instructional Goal	Learning Objectives	Topic	
Evaluate & prioritize the importance of diseases or conditions of national public	Prioritize diseases of public health importance  Describe the major causes	<ul> <li>Explain the characteristics of a disease of public health importance</li> <li>Describe the different categories of public health diseases (infectious, chronic, epidemic prone, vaccine-preventable, etc)</li> <li>Identify 3 criteria for prioritizing diseases</li> <li>Prioritize a list of diseases based on their impact on public health</li> <li>Classify high priority infectious diseases by agent, reservoir, mode of transmission, incubation</li> </ul>	Prioritization of disease  Epidemiology &	
health concern	of morbidity and mortality nationally, regionally or globally	<ul> <li>period &amp; period of communicability</li> <li>Discuss local, regional and worldwide trends in infectious disease morbidity and mortality</li> <li>List and discuss ways to control, eradicate and eliminate priority communicable diseases</li> <li>Differentiate non-communicable disease epidemiology from infectious disease epidemiology</li> </ul>	control of communicable diseases Epidemiology of	
		<ul> <li>Discuss global &amp; national trends in chronic disease</li> <li>Analyze a chronic disease or mortality dataset</li> <li>Use health and other data sources for injury &amp; non-communicable disease to estimate the burden of chronic disease and injury</li> <li>Describe methods of estimating the burden of injuries</li> </ul>	injury and non- communicable diseases	
		<ul> <li>Conduct a field investigation to calculate immunization coverage</li> <li>Calculate vaccine efficacy &amp; interpret its meaning</li> </ul>	Vaccine preventable diseases	
	Prepare for and respond to emergencies	<ul> <li>Describe the public health consequences of disasters</li> <li>Detail the role of an epidemiologist in emergency preparedness &amp; response</li> <li>Design surveys and surveillance for disaster preparedness &amp; response</li> <li>Interact timely with the public in response to a public health disaster</li> <li>Outline a national readiness plan for man-made disasters, both intentional and unintentional</li> <li>Describe the characteristics of a bioterrorism agent</li> </ul>	Epidemiology of public health disasters  Bioterrorism	
		Discuss strategies to decrease the morbidity/mortality of potential bioterrorism agents	Distribution	